

**FINAL**

**LEBANON HERITAGE COMMISSION  
REGULAR MEETING AGENDA  
EAST MEETING ROOM, CITY HALL  
WEDNESDAY, APRIL 10, 2019  
7:00 pm**

**MEMBERS PRESENT:** Robert Welsch (Chair), Lindamae Peck, Rebecca Book, Joshua Lascell, Karen Zook (City Council Rep.), Gregory Schwarz (Planning Board Rep.), Raymond Book (Alt.), Linda Cole, Morgan Swan (Alt.)

**MEMBERS ABSENT:** Edward Ashe (City Historian and Alt.), Bruce Bronner (Alt. Council Rep.)

**STAFF PRESENT:** Rebecca Owens (Associate Planner)

**GUESTS:** Ben Van Vliet (Exec. Director of Upper Valley Music Center), Jim Perkins (Preservation Consultant), Diana Corriveau (Citizens' Academy)

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**1. CALL TO ORDER: Chair Welsch called the meeting to order at 7:03 PM.**

**2. APPROVAL OF MINUTES: No Minutes to approve.**

*Mr. Swan arrived 7:07 pm*

**3. PUBLIC HEARINGS: None**

**4. PUBLIC REVIEW:**

**A. STUDY ITEMS:**

- i. Presentation: Upper Valley Music Center, 8 South Park Street (Kendrick Wood House) exterior preservation project.

Mr. Van Vliet presented on this topic, starting with a brief history of the building. He referenced a report written by his Consultant, Mr. Perkins, and provided an overview of upcoming repairs and renovations. The focus of the planned renovations will be repairing deterioration and rot, not changing the visual aesthetic of the building. TIMKEN and LCHIP Grants have been obtained to fund the projects, which include repair/replacement of the roof and chimneys, as well as the Portico. While it is possible that the masonry work might begin at the end of April, Mr. Van Vliet stated that the start date is weather contingent.

- ii. Master Plan Implementation: Review Draft Report Content

Chair Welsch provided the Commission with his Draft of Strategies and Actions for the Master Plan. Mr. Lascell explained that approximately fifteen of these bullet points will need to be entered onto Input Forms along with any supporting metrics. Chair Welsch invited Members to review the Draft and submit any changes or suggestions to Ms. Owens.

**B. DANA HOUSE WORKING GROUP:**

- i. Reroofing Project.

Ms. Owens reported that the work will be broken into two phases. She is currently drafting a Professional Services Agreement for Phase 1 and hopes to have that completed in time and include it with the LCHIP application, due June 28<sup>th</sup>. Completion of the work is contingent on funding. There are no updates on the replacement of the bulkhead at this time.

ii. Dana House Action Plan & review of short-term priorities, budget (i.e., chairs). Ms. Owens suggested making this item a focus of the next meeting, along with more Event planning.

iii. Public Engagement Event.

Ms. Owen states that she has spoken with the Twin Pines Housing and they are interested in hosting a Co-Event with the Heritage Commission. Presentation will introduce the concept of a new Historic District in West Lebanon to the Public. Chair Welsch suggested having the Dana House accessible to the Public that afternoon. Other ideas were the creation of a table display at the Dana House and a brochure. The Event is tentatively scheduled for June 12th at Kilton Library.

iv. Grant Preparation. No discussion

### **C. SPECIAL PROJECT WORKING GROUP:**

i. APD, 127 Mascoma St. (Peck Homestead) Landmark Designation – Council date. No date has been set for presentation to the City Council. Chair Welsch would like to see this happen in the next few months.

### **D. FOUNTAIN WORKING GROUP:**

i. Mall Fountain cover.

A local Citizen has offered a contribution towards a cover for the Fountain. More research is needed to find a suitable product that fits his budget. Ms. Peck and Ms. Owen suggested trying to find a cover that would allow people to socialize around the Fountain year-round. After discussing the recognition given to previous donors, the Group recommends that a minimum donation of \$2000 be required in order to receive an engraved granite cap on the Fountain surround.

ii. Glenwood Fountain next steps.

Ms. Peck reports that there are two needs for the Fountain: a below- ground receptacle for the battery, which serves as a back up to the solar ; and a reservoir for the circulating pump, to ensure that the fountain has a sufficient water supply. Ferguson's in Lebanon is working on a quote for suitable materials. The Commission has already allocated \$200 towards these needs.

Based on a picture circulated last Fall, plans have changed with regards to the Fountain's design. Although a Cherub, purchased during the Colburn Park Fountain Project, is available for incorporation with the Glenwood Cemetery Fountain, the Working Group feels that a decorative spout would be more in keeping with the Fountain's original design. If a compatible spout can be located, the Cherub will be sold. Ideas for use of those funds include purchasing a suitable decorative spout; finding an appropriate pedestal for the Fountain; and correcting an engraving error on the Mall Fountain.

## **5. OTHER BUSINESS:**

### **A. ARTS & CULTURE COMMISSION:**

First meeting will be held on Tuesday, April 16<sup>th</sup>. Ms. Zook is the Council Representative and Chair Welsch will be representing the Heritage Commission.

**B. EDUCATION AND OUTREACH – VNEWS: FWG, DANA HOUSE, ROGERS HOUSE:**

There was a Letter to the Editor in the Valley News about the Fountains. A future article is planned regarding the Dana House being open for business and upcoming events. Chair Welsch raised the topic of locating a teacher contact within the Lebanon Schools, to coordinate student tours of the Dana House as part of the Lebanon History curriculum. Ms. Book volunteered to contact the Mount Lebanon School.

Ms. Owens shared with the Commission that she was invited by Leadership Upper Valley to provide a walking tour of West Lebanon this morning. Twenty-four people attended and discussion included: housing, transportation, Maple Street, the Dana House and defining “West Lebanon”.

**6. PUBLIC COMMENT: NONE**

**7. FUTURE AGENDA ITEMS:**

i. *Mall Tunnel Preliminary Design*

- Being presented at City Council on May 1<sup>st</sup> and there will be a Community Engagement event on May 2<sup>nd</sup>.

ii. National Register of Historic Places – Colburn Park Historic District Update

iii. *West Lebanon Planning Charrette – Historic District*

- Application to Plan NH for assistance is in the works, but the process takes over four months.
- Chair Welsch encouraged Commission Members to use every opportunity to spread the word about the development of a West Lebanon Historic District.
- Mr. Swan mentioned public interest in a LISTSERVE for West Lebanon residents, to keep them informed.

iv. *Mills of Lebanon – Summary of Priorities & Mall Kiosk Updates*

- Ms. Peck stated that there are approximately six panels available on the Kiosk to display current events, initiatives, and photos.

v. Guest: fundraising strategies for the Dana House.

vi. Guest: barn rehabilitation incentives.

vii. CLG Fall 2019 application.

**8. ADJOURNMENT:**

***A MOTION was made by Linda Cole to adjourn the meeting at 8:49 PM.***

***Seconded by Greg Schwarz.***

***\* The vote on the MOTION was UNANIMOUS in favor, (7-0).***

Respectfully submitted,  
Megan Castillo  
Recording Secretary